# Minutes of the Committee Meeting

*20th March 2017, 7:30pm, Clubhouse*

**Committee Present:** Names and positions
Duncan Heather [DH] (Commodore), Michael Cain [MC] (Secretary). Kerstin Jorna [KJ] (General Member), , Leandro Tramma [LT] (General Member), Tam Yorke [TY] (General Member), Adele McConnachie [AMcC] (General Member), Bill Clark [BC] (Vice Commodore)

**Observers:** John McIntosh (Member), Alistair Waterston (Boatswain), John Morrison (Member)

**ACTION**

**1. Apologies:** Elisabetta Loi [EL] (Treasurer)

**2. Welcome and Introduction**

The Commodore welcomed the Committee and Members to the meeting.

**3. Minutes of the Previous Meeting:**

The minutes of the meeting held 06Feb17 did not have BC present, when he was there. Having added his name to the attendees the minutes were accepted.

**4. Matters Arising / Actions Not on Agenda**

**5. Club Development**

Development Plan Objectives for year – Duncan Heather gave a report on Club Development progress against the Plan. This was divided into the same sections as the Agenda, and items and actions have been put into the relevant parts of these minutes.

Plans for 2017 include:

Memberships target of 85

Emphasis on training with youngsters

Marketing / communication including putting training resources and race results on the website.

**6. Sub-Committees**

**a. Programme**

Pre-Season meeting arrangements – 26Mar17 15:00 Clubhouse

Activities with other clubs:

The Twa Brigs race with Wormit.

**DH**

DutyMan: –AMcC has taken over the administration of this, DH to send an e-mail to those on the system with details of the log-in and swop procedures.

**DH**

DH to e-mail EL with details of the DutyMan costs and contact.

**b. Operational Procedures and Safety**

We will implement the “Traffic Light system to help the Officer of the Day with Risk Assessments for each sailing session. Copies of this have been posted on the Clubhouse noticeboard.

**c. Social Events**

Pre-season meeting catering will be tea / coffee and hot sausage rolls.

**DH**

Nothing has been organised for April yet, DH offered to do a “Tex-Mex” evening, KJ to liaise for an alcohol licence.

**DH (KJ)**

June: possibly a race night as an alternative to a barbecue.

September: proper meal with end of season photographs?

**7. Marketing and Communication**

The website will include race results after each race. MC and LT to work on using the SailWave program to do this. **MC/LT**

**8. Maintenance Boats**

**a. Club Dinghies**

Work done over the winter – Alistair Waterston gave a report on work done, with a suggestion that at the rigging day the boats are set up ready for sailing to check halyards etc. but not sailed as this wastes too much time which can be used on the next boat.

Club boats will get damaged during normal use, but it is expected that the person breaking it should help fix it. This to be noted in the e-mail bulletin. **MC**

Some new Topper trolleys have been ordered.

Five boats have been through the workshop, two are in with one nearly finished, the last is still to be done. Our great thanks to Alistair Waterston and John McIntosh for all their work. This has included strengthening the decks on two Mark 1 Wayfarers. Topping lifts and reefing lines have been installed for those sails with slab reefing, the remaining four could have slab reefing retro-fitted. One centreboard has been re-made, and a cracked one repaired.

On rigging day (01Apr17) all running rigging will be checked.

Some boat covers have shrunk, BC to look at replacing these and broken straps on others. **BC**

The quadbike brakes need to be serviced.

DH has been in touch with RTYC about mooring laying, this will be £100 per mooring.

Space in dinghy park: One space is left in the yard, but several new members wish to bring boats and one family wish to bring a kid's boat.

DH to contact Paul Deacon about his unused boats. Boat anchorages will be moved slightly to produce extra space, this will possibly be on rigging day. **DH**

**b. Safety Boat**

Progress on engine replacement and Grant Application.

We are still awaiting the grant response to know whether we can also afford a 2nd hand engine for the current boat. DH/BC discussed with Davy Anderson the type/power that might be needed. Even with a grant a topping-up loan may still be needed.

**9. Maintenance Building**

Lounge window final work needed – Bill Clark

Electrical work has been done, and a report is being worked on which will be sent to the insurance company. **DH**

We plan to replace the building security cameras, DH to tell the insurance company of this.

It was also suggested that floodlighting for the Club dinghy compound would be of use.

**10. Finance**

A budget has been prepared, and will be presented at the pre-season meeting.

Based on 80 memberships, although the target is 85, we would have a surplus of £800 at the end of the year. Social events are expected to raise a further £700.

The auditor's report from Jim Green raised some items, e.g. on cash receipts. Our thanks to Jim for doing this.

The safety boat engine replacement may need to be funded out of Club funds, depending on the grant progress.

**11. Training**

Ancrum kids day 07Apr17 and our extra kids taster day 08Apr17.

KJ to contact Derek Napier about the venue for the Ancrum day – Clatto or Grassy Beach. Also the fee structure and discount for Club members at all Ancrum training. **DH**

The extra kids' taster day is open to Club youngsters, and they will be invited to this at the pre-season meeting.

The e-mail group of trainers is to be contacted for ideas of skills which could usefully be included in the Club training sessions. Topics such as landing and coming alongside smoothly were discussed as possibilities. Use of newly installed slab reefing is another possible subject. DH to contact internal trainers via the Google group, and suggested programme to be discussed at next committee meeting.

**12. Partners**

Forth Ports meeting 24Mar17 – volunteer to attend? No-one was free to go to Grangemouth on a weekday for this meeting.

**13. AOCB**

There was no other business.

**14. Date of Next Meeting**

Monday 1st May 2017.